



MISSOURI DEPARTMENT OF SOCIAL SERVICES
FAMILY SUPPORT DIVISION

REQUEST FOR ACCESS TO FAMIS INFORMATION

ACCESS OR REVOCATION OF PROFILE TO A FAMIS USER GRANTED BY **CENTRAL** SECURITY ADMINISTRATOR

NAME OF REQUESTER		USER ID	
CHECK THE PROFILES TO "A"DD OR "R"VOKE			
PROFILE	PROFILE ID	ACTIONS DONE	SUGGESTED AUDIENCE
<div style="display: flex; justify-content: space-between; font-weight: bold; font-size: 0.8em;"> A R </div> <div style="font-size: 0.8em;"> <input type="checkbox"/> <input type="checkbox"/> Provider Complaint <input type="checkbox"/> <input type="checkbox"/> Code Tables <input type="checkbox"/> <input type="checkbox"/> Forms <input type="checkbox"/> <input type="checkbox"/> FAMIS Maintenance <input type="checkbox"/> <input type="checkbox"/> FAMIS Screens <input type="checkbox"/> <input type="checkbox"/> FAMIS User <input type="checkbox"/> <input type="checkbox"/> Local Security <input type="checkbox"/> <input type="checkbox"/> Central Security <input type="checkbox"/> <input type="checkbox"/> User ID Assign <input type="checkbox"/> <input type="checkbox"/> Confidentiality Agreement <input type="checkbox"/> <input type="checkbox"/> All FAMIS Inquiry <input type="checkbox"/> <input type="checkbox"/> All FAMIS Update <input type="checkbox"/> <input type="checkbox"/> Eligibility & Decisions <input type="checkbox"/> <input type="checkbox"/> Authorization <input type="checkbox"/> <input type="checkbox"/> Client Clearance <input type="checkbox"/> <input type="checkbox"/> Summary Inquiry <input type="checkbox"/> <input type="checkbox"/> Detailed Inquiry <input type="checkbox"/> <input type="checkbox"/> FAMIS Question <input type="checkbox"/> <input type="checkbox"/> Alerts <input type="checkbox"/> <input type="checkbox"/> Budget & Finance <input type="checkbox"/> <input type="checkbox"/> WIU & Claims <input type="checkbox"/> <input type="checkbox"/> Health CC Licensing <input type="checkbox"/> <input type="checkbox"/> Child Abuse Hotline <input type="checkbox"/> <input type="checkbox"/> Central Administration <input type="checkbox"/> <input type="checkbox"/> Printer Setup <input type="checkbox"/> <input type="checkbox"/> All Forms Inquiry <input type="checkbox"/> <input type="checkbox"/> NFSDQ Update <input type="checkbox"/> <input type="checkbox"/> Jobs Program Contractor <input type="checkbox"/> <input type="checkbox"/> Food Stamp Unit <input type="checkbox"/> <input type="checkbox"/> Child Care Unit <input type="checkbox"/> <input type="checkbox"/> Unrestricted <input type="checkbox"/> <input type="checkbox"/> DQ Access Other <input type="checkbox"/> <input type="checkbox"/> QC/QA <input type="checkbox"/> <input type="checkbox"/> DQ Update <input type="checkbox"/> <input type="checkbox"/> IVR <input type="checkbox"/> <input type="checkbox"/> Division of Workforce Dev <input type="checkbox"/> <input type="checkbox"/> Central Admin Profile <input checked="" type="checkbox"/> <input type="checkbox"/> Social Security Profile </div>	<div style="font-weight: bold;">DFS\$P704</div> <div style="font-weight: bold;">DFS\$P706</div> <div style="font-weight: bold;">DFS\$P707</div> <div style="font-weight: bold;">DFS\$P708</div> <div style="font-weight: bold;">DFS\$P709</div> <div style="font-weight: bold;">DFS\$P710</div> <div style="font-weight: bold;">DFS\$P711</div> <div style="font-weight: bold;">DFS\$P712</div> <div style="font-weight: bold;">DFS\$P713</div> <div style="font-weight: bold;">DFS\$P714</div> <div style="font-weight: bold;">DFS\$P715</div> <div style="font-weight: bold;">DFS\$P716</div> <div style="font-weight: bold;">DFS\$P717</div> <div style="font-weight: bold;">DFS\$P718</div> <div style="font-weight: bold;">DFS\$P719</div> <div style="font-weight: bold;">DFS\$P725</div> <div style="font-weight: bold;">DFS\$P726</div> <div style="font-weight: bold;">DFS\$P727</div> <div style="font-weight: bold;">DFS\$P728</div> <div style="font-weight: bold;">DFS\$P729</div> <div style="font-weight: bold;">DFS\$P730</div> <div style="font-weight: bold;">DFS\$P731</div> <div style="font-weight: bold;">DFS\$P732</div> <div style="font-weight: bold;">DFS\$P733</div> <div style="font-weight: bold;">DFS\$P736</div> <div style="font-weight: bold;">DFS\$P747</div> <div style="font-weight: bold;">DFS\$P748</div> <div style="font-weight: bold;">DFS\$P749</div> <div style="font-weight: bold;">DFS\$P750</div> <div style="font-weight: bold;">DFS\$P751</div> <div style="font-weight: bold;">DFS\$P755</div> <div style="font-weight: bold;">DFS\$P756</div> <div style="font-weight: bold;">DFS\$P758</div> <div style="font-weight: bold;">DFS\$P759</div> <div style="font-weight: bold;">DFS\$P760</div> <div style="font-weight: bold;">DFS\$P761</div> <div style="font-weight: bold;">DFS\$P763</div> <div style="font-weight: bold;">DFS\$P764</div>	<div>Maintain FAMIS Code Tables</div> <div>Maintain FAMIS Forms</div> <div>Maintain FAMIS Screens</div> <div>Maintain a User in FAMIS</div> <div>Assign/Revoke Profiles for a User</div> <div>Assign/Revoke Profiles Statewide</div> <div>Update Confidentiality Agree Switch</div> <div>Inquiry all of FAMIS Screens</div> <div>Add/Update/Delete All FAMIS</div> <div>Maintain FAMIS Questions</div> <div>Maintain FAMIS Alerts</div> <div>Update Payment Information</div> <div>Client Data Inquiry/Update Claims</div> <div>Inquiry Client Data</div> <div>Inquiry Client Data</div> <div>Client data, Cslid Data, FAMIS Data</div>	<div>Office of Early Childhood PDS</div> <div>FAMIS Staff</div> <div>FAMIS Staff</div> <div>FAMIS Staff</div> <div>FAMIS Staff</div> <div>Clerical Supervisor, Local Security Coord</div> <div>Local Security Coordinator in FSD Office</div> <div>Central Security Coordinators</div> <div>ISTD Staff who assign User IDs</div> <div>Central Security Coordinators</div> <div>PDS</div> <div>PDS</div> <div>Not used at this time</div> <div>Not used at this time</div> <div>Not used at this time</div> <div>Users needing this access</div> <div>Users needing this access</div> <div>FAMIS Staff</div> <div>FAMIS Staff</div> <div>Budget and Finance Staff</div> <div>WIU and Claims</div> <div>Dept. of Health CC Licensing Staff</div> <div>Hotline Staff</div> <div>FAMIS Staff</div> <div>Users needing this access</div> <div>PDS</div> <div>PDS</div> <div>Users needing this access</div> <div>Food Stamp Unit</div> <div>Child Care Unit</div> <div>Users needing this access</div> <div>Division of Legal Services</div> <div>QC/QA Staff</div> <div>Division of Legal Services</div> <div>Users needing this access</div> <div>Division of Workforce Dev</div> <div>Food Stamp Unit - Unit Manager</div> <div>Social Security Administration</div>
<input type="checkbox"/> Revoke All Access		Revoke all profiles assigned to FAMIS User	
<p>I, the undersigned, an employee or authorized contract representative of the State of Missouri, understand that approval and assignment of the requested ID or change in access enables me to access the resources, which by law, must be utilized only in the performance of my assigned duties. Therefore, I agree to make no inquiries or updates which are not required in the performance of my official duties. I have been made aware by signing the confidentiality agreement and verbally there are numerous state and federal statutes making information confidential and that those statutes can carry penalty provisions for unauthorized disclosure of the information. Violations or disclosures on my part may result in disciplinary action that could include one or all of the following: 1) suspension; 2) civil court action; and 3) dismissal. I agree not to divulge or share my password with anyone.</p>			
SIGNATURE (PERSON REQUESTING ACCESS)		TITLE	SSN
SUPERVISOR		DATE	
CENTRAL SECURITY ADMINISTRATOR		DATE	
ENTERED INTO FAMIS BY		DATE	
Signature of FAMIS users that have terminated their employment or contract with FSD or are no longer a volunteer are not required to revoke all access to FAMIS profiles.			